90-06741/

CANADIAN HERITAGE RIVERS SYSTEM

GUIDELINES

Canadian Heritage Rivers Board
Secretariat

January 1990

CONTENTS

		Page
FOREWORD		ii
1.	GUIDELINES FOR STUDY ASSISTANCE	1
2.	GUIDELINES FOR COMMEMORATIVE PLAQUES	6
3.	MANAGEMENT PLANNING GUIDELINES	8
4.	GUIDELINES FOR CHRS DOCUMENTS	13
5.	PROCEDURES FOR MONITORING DESIGNATED RIVERS	16
6.	GUIDELINES FOR THE SELECTION OF CANADIAN HERITAGE RIVERS	25

FOREWORD

This document contains guidelines adopted by the Canadian Heritage Rivers Board for its management of the Canadian Heritage Rivers System (CHRS). The guidelines are in elaboration of the CHRS Objectives, Principles and Procedures (Parks Canada, 1984), which has received the approval of ministers of the governments participating in the CHRS.

Inquiries concerning this document should be directed to the Secretary of the Canadian Heritage Rivers Board, c/o Canadian Parks Service, Ottawa, Ontario, K1A 0H3.

1. GUIDELINES FOR STUDY ASSISTANCE

1.1 Eligible Recipients

All provincial and territorial governments represented on the Canadian Heritage Rivers Board are eligible to receive funding assistance for Canadian Heritage Rivers System (CHRS) related studies from the Canadian Parks Service, through the Board Secretariat.

Federal, provincial or territorial departments other than those represented on the CHR Board will not normally be eligible for study assistance.

The Canadian Parks Service will use separate funds to undertake studies of rivers in its own jurisdiction.

1.2 Eligible Studies

The Board Secretariat will facilitate the provision of financial assistance to eligible government agencies for the carrying out of studies related to river nominations and the preparation of management plans for nominated rivers, as described in CHRS Objectives, Principles and Procedures, section 1.2.

Five types of studies will be eligible for financial assistance:

1.2.1 Systems Studies. Systems studies are comparative studies of a number of rivers in a province or territory which identify those rivers meriting further consideration for nomination to the CHRS. Such studies are limited to one per province or territory.

1.2.2 Background Studies. Background studies are detailed inventories and analyses of rivers' heritage resources in terms of CHRS selection guidelines. They are used to assess the suitability of individual rivers for nomination to the CHRS.

1.2.3 Nomination Documents. Nomination documents are completed for individual rivers using standard nomination document forms which are submitted to the Board for their consideration.

1.2.4 Feasibility Studies. Studies which are designed to assess the financial, political, legal administrative and other implications of managing a river according to CHRS objectives and guidelines are feasibility studies.

1.2.5 Management Plans. Management plans are defined as plans, or studies leading to plans, which are suitable to be lodged with the Board to allow for the designation of rivers (see also CHRS Guideline No. 3: Management Plan Guidelines).

1.3 Maximum Amounts of Assistance

Maximum contributions by the Canadian Parks Service for each of these study types will be:

(a)	Systems Studies	See Schedule A
(b)	Background Studies	$20,000
(c)	Nomination Documents	$ 3,000
(d)	Management Plans/Feasibility Studies	$45,000

The Canadian Parks Service will provide up to a maximum of 50% of the total costs of approved studies within the limits described above. For example, a background study which will cost $30,000 in total will be eligible for only $15,000, even though the maximum for this type of study is $20,000.

1.4 Procedure for Allocation of Funds

Funds will be allocated to eligible recipients for eligible studies according to the following procedure (see also flow chart). There are three stages in the procedure for allocating funds.

1.4.1 Stage 1: Allocation at Winter Board Meeting. Governments requiring funds for studies to be undertaken in the following fiscal year will send their written requests to the Secretariat by November 30 of each year. The requests will identify:

- the type of study proposed
- the river, or section of river, to be studied
- the contribution to be made by the requesting government

The Secretariat will ensure that requests provide this information and conform with the maximum amounts of assistance described in 1.3. When this is not the case, the Secretariat will ask the requesting government to modify its request accordingly.

When the total amount of funds requested exceeds the amount available the Secretary will advise

the Board Chairman on the most appropriate allocation of funds. This allocation will respect the following guidelines:

(a) nomination documents will be funded in full;

(b) studies entering their third year of funding will be funded in full;

(c) studies of rivers which would make the greatest system-wide contribution to the CHRS, and/or:

(d) studies proposed by governments which have in the past received less funding assistance, will be favoured; or

(e) funding will be reduced equally among all requests on a pro-rated basis, except those included in (a) and (b).

At the winter meeting of the Board, the Chairman will table a proposed schedule of study funding assistance for review by the Board.

1.4.2 Stage 2: New Fiscal Year. Funds which remain unallocated following the winter Board meeting, or which become available through cancelled studies, will be made available for studies which are identified to the Secretariat by March 31. At this time, if the value of these requests exceeds the amount of funds remaining, the Board Secretary will assess the study proposals in terms of the allocation criteria and recommend funding levels for each study to the Chairman. Final decisions on funding will then be made by the Chairman.

1.4.3 Stage 3: Mid-year Allocation. Between April 1 and September 30 inclusive of each year all requests for study funds will be met on a first come, first served basis as long as funds remain.

1.4.4 Stage 4: Reallocation of Funds. Where funds are not allocated by September 30 of any year, the Secretariat will identify such funds to the Chairman and recommend alternative CHRS projects on which they may be best spent. The Chairman will then decide on the reallocation of such funds.

1.5 Procedure for Claiming Funds

Governments which have been allocated study funds must make formal requests in writing to claim them:

1.5.1 Formal Requests. The Deputy Minister of the requesting government, or his equivalent, will write to the Assistant Deputy Minister of the Canadian Parks Service formally claiming the funds allocated by the Board. Reference should be made in the request to the amount of funds being claimed, the exact nature of the proposed study, the identity of responsible staff members, and the proposed date of commencement.

1.5.2 Study Discrepancies. Studies for which funds are claimed must be the same as those for which the Board allocated funds. In cases where there is a significant discrepancy, the Secretary will seek clarification from the requesting government and where necessary inform the Chairman. If the Chairman judges that a study for which funds are claimed is of a different type (Section 1.3 above), is of a different river, has different objectives, or varies in some other substantial way from the study approved by the Board, the Chairman may advise the Canadian Parks Service to turn down the claim. Funds becoming available in this way will be reallocated according to the procedure described in Section 1.4.

1.5.3 Deadline for Claims. All formal requests claiming study funds must be made in writing by September 30 of each year. Where allocated funds are not claimed by this date, the Chairman may reallocate them according to the procedure described in Section 1.4.4.

1.5.4 Unused Funds. Funds that are claimed will be allocated to the claimant for the remainder of the fiscal year. Regardless of whether or not these funds are used by the claimant they will be deducted from the total amount which the claimant is eligible to receive.

SCHEDULE A

Maximum contributions by the Canadian Parks Service for systems studies:

Newfoundland	$32,500	Manitoba	$38,500
Nova Scotia	$29,000	Saskatchewan	$38,000
Prince Edward Is.	$20,000	Alberta	$43,000
New Brunswick	$28,000	British Columbia	$46,000
Quebec	$57,500	Yukon	$33,500
Ontario	$60,000	Northwest Terr.	$54,000

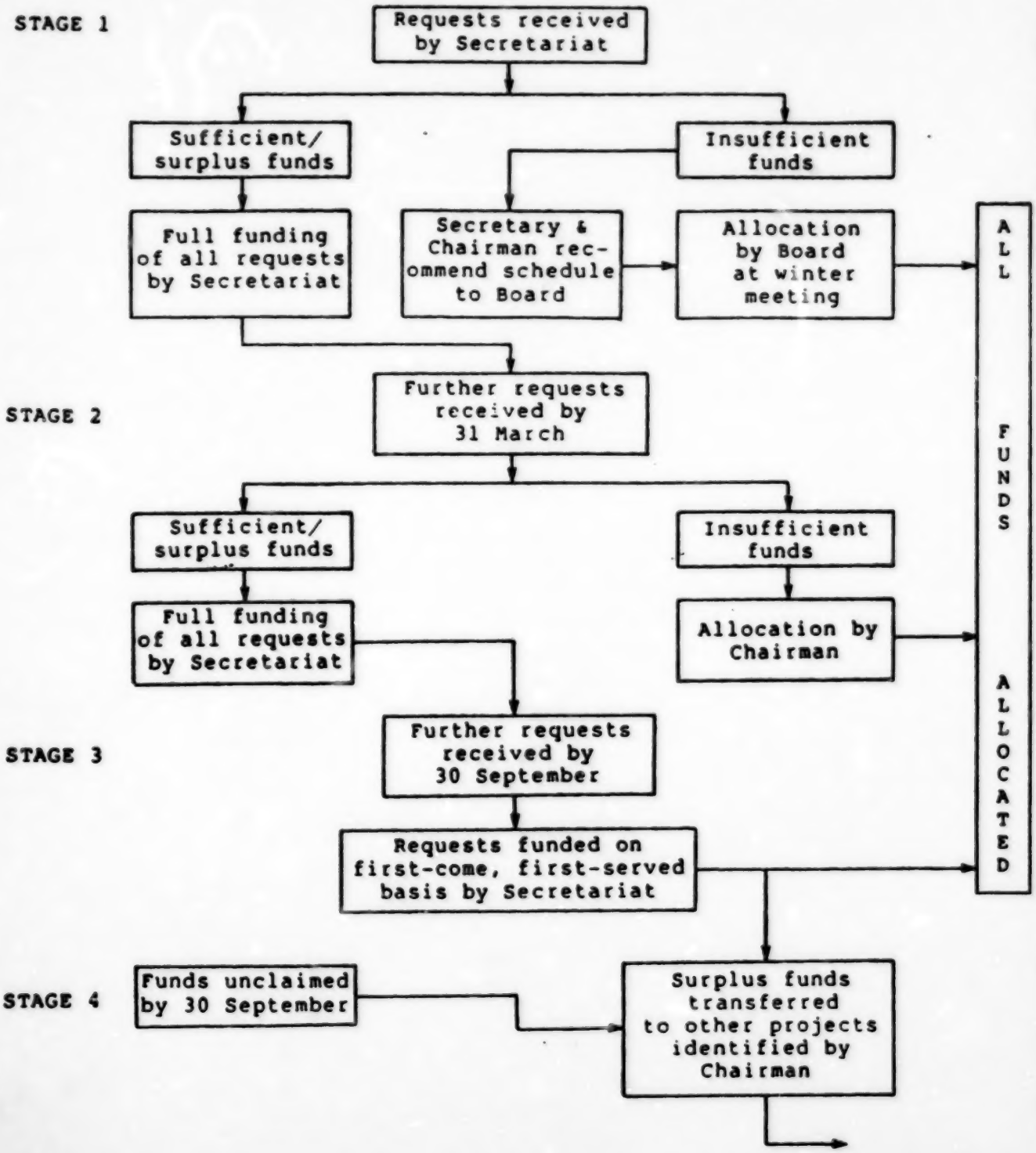
These amounts were calculated using the formula:

$$\$ = 2\sqrt{\frac{2.56A + P}{10{,}000}} + 20.0$$

Where: A is the area of the province or territory in square kilometres
P is the population of the province or territory
2.56 is a weight

Approved: 19 June 1984
Revised: 7 June 1988

PROCESS FOR ALLOCATION OF CHRS STUDY FUNDS


STAGE 1
Requests received by Secretariat
Sufficient/ surplus funds
Insufficient funds
Full funding of all requests by Secretariat
Secretary & Chairman recommend schedule to Board
Allocation by Board at winter meeting
STAGE 2
Further requests received by 31 March
Sufficient/ surplus funds
Insufficient funds
Full funding of all requests by Secretariat
Allocation by Chairman
STAGE 3
Further requests received by 30 September
Requests funded on first-come, first-served basis by Secretariat
STAGE 4
Funds unclaimed by 30 September
Surplus funds transferred to other projects identified by Chairman
ALL FUNDS ALLOCATED

2. GUIDELINES FOR COMMEMORATIVE PLAQUES

2.1 Design and Location

2.1.1 Plaque Design. The plaques will be uniformly 30" in height and 35" wide with rounded corners. In exceptional circumstances the height may be reduced or increased to accommodate a particular text. The plaque will be made of cast bronze, and the CHRS logo and lettering will be set against a dark blue painted background. Text lettering will use ½" gothic type-face.

2.1.2 Mounting. The plaque should be mounted on a freestanding monument or pole. However, provided that the site is appropriate (1.3 below), it may be affixed to an existing building or structure. In all cases, the design of the structure to be used for mounting will be left to the discretion of the government managing the river.

2.1.3 Siting. Plaques should be sited at the most frequently used access point to the river. Where this is not feasible, plaques should be sited within sight, by visitors, of the river. Additional plaques may be sited at the discretion of the managing government.

2.2 Plaque Texts

2.2.1 Length. To conform with the standard CHRS plaque size, the total length of the text will not normally exceed 600 characters (including spaces) in English and 700 characters in French.

2.2.2 Approval Procedure. The CHRS Secretariat will be responsible for preparing the original draft of the plaque text. This draft will be reviewed by the managing government, amended as necessary, and presented to the CHR Board at the same meeting at which the river's management plan is to be lodged. The Board may then pass comment on the text, but final wording of the text is the prerogative of the managing government.

2.2.3 Languages. All plaques will be produced with text in both English and French. The two texts will be arranged one above the other on the plaque. The first text will be in the language predominant in the region where it is to be located. In the North, if the territorial

government and the Department of Indian and Northern Affairs deem it appropriate, a third version of the text may be added in a native language and the plaque height enlarged accordingly. The translation into a native language of a plaque text will be the responsibility of the managing government.

2.2.4 Translation. The CHRS Secretariat will be responsible for providing an accurate translation of the original language text as approved by the managing jurisdiction. Approval of the translation is the prerogative of the managing government.

2.3 Funding

2.3.1 Plaques. The CHRS Secretariat will provide funds for the manufacture of the first copy of the plaque and the cost of shipping this copy to the location designated by the managing government. If more than one copy of the plaque is required, all additional costs will be borne by the managing government.

2.3.2 Monuments. The costs of mounting the plaque, and building a monument or other structure to support it, will be the responsibility of the managing government.

2.3.3 Maintenance. The costs of maintaining the plaque, monument and site will be the responsibility of the managing government. However, where the plaque itself is damaged, CHRS Secretariat funds may be used toward the cost of repairs or its replacement.

Approved: 11 June 1986

3. MANAGEMENT PLANNING GUIDELINES

3.1 Background

These guidelines comprise Section 5 and parts of Section 3 and Appendix IA of the CHRS Objectives, Principles and Procedures, and supplementary guidelines adopted by the Board.

Section 5 of the CHRS Objectives, Principles and Procedures summarises the procedure and content requirements for management plans as follows:

> "Before formal designation to the C.H.R.S., the agency(ies) which has nominated a river will lodge a management plan with the Canadian Heritage Rivers Board. This plan will be prepared and approved by the appropriate federal, provincial or territorial agencies which have responsibility for the planning and management of that river.
>
> The specific contents of the management plan will be the prerogative of the managing agencies alone and will not be "approved" or "disapproved" by the Board.
>
> The management plan will establish the boundaries of the river management area which is to be included in the C.H.R.S. and will set out the policies and practices to be followed by the managing agencies to ensure its development, management and use consistent with the objectives of the System.
>
> The plan should be brief and should demonstrate the commitment on the part of the nominating jurisdiction to protect the river's heritage values."

3.2 Purpose and Objectives of the Guidelines

3.2.1 Purpose. The purpose of these guidelines is to provide increased assurance that all rivers designated to the Canadian Heritage Rivers System will be managed according to the objectives of the System.

3.2.2 Objectives. The objectives of the guidelines are threefold:

a) To elaborate upon the original management planning requirements for Canadian Heritage Rivers, while recognising that the Board does not accept or reject the specific contents of management plans.

b) To assist nominating governments in preparing management plans for Canadian Heritage Rivers where established park planning practices and policies do not apply.

c) To enable the Board to exercise its discretion in determining that the documents that are lodged with the Board constitute management plans for candidate Canadian Heritage Rivers.

3.3 Guidelines for Preparing a Management Plan

3.3.1 Definition of a Management Plan. A management plan for a candidate Canadian Heritage River is a document which describes how the nominating government will attempt to ensure the long-term management of the river according to the objectives of the Canadian Heritage Rivers System.

3.3.2 Responsible Authorities. The management plan should be prepared by the nominating government and lodged with the Board by its member on behalf of his or her government, all departments, and all government and non-government agencies which will have responsibility for its implementation.* Any partners in cooperative arrangements should be identified in the plan.

3.3.3 Compatibility with CHRS Objectives. The management plan should contain descriptions of the actions which are proposed for those values for which the river was nominated to the CHRS. Such actions should be compatible with the CHRS objectives:

- the conservation and interpretation of all heritage resources identified in the nomination document as the basis for the river's nomination;
- the realization of recreational and heritage appreciation opportunities; and
- the maintenance of the river's integrity including its key elements, ecosystems and water quality.

* Implementing authorities will normally be those governments and private agencies which have legal jurisdiction over the properties containing the values for which the river was nominated.

3.3.4 Form of Management Plans. The nominating government should lodge with the Board one, or any combination, of the following types of management plan:

3.3.4.1 Single-Jurisdiction Plan. This type of management plan would be prepared by the nominating jurisdiction alone and would describe how its government's legislation, policies and practices will be used to appropriately manage those parts of the nominated river corridor within its jurisdiction.

3.3.4.2 Multi-Jurisdiction Plans. Where parts of the river corridor are within the jurisdiction of local or other governments, two types of plans may be prepared:

a) Summary of Existing Plans. Approved local or other government plans may already contain appropriate management proposals. These could include heritage zonings, designations or easements, which would ensure appropriate allowed uses, disposition procedures or management actions. In these situations, the nominating government would prepare a summary which highlights the relevant plan components.

b) Advisory Management Plan. Where there are no approved local or other government plans, or where existing plans do not contain appropriate management proposals, the nominating government will formulate a management plan which it will use as the basis for advising implementing authorities on appropriate future river management and revisions to their plans.

3.3.5 Commitment of Nominating Governments. Each nominating government should commit itself to using its best efforts to implement the management plan which it lodges with the Board. In the case of a single jurisdiction plan, this would normally be demonstrated by the Minister's signature. In the case of a summary of existing plans, the nominating government would agree to commit its best efforts to monitor the implementation of these plans, and to advise implementing authorities appropriately where any change is contemplated. In the case of an advisory management plan, the nominating

government would agree to commit its best efforts to advise implementing authorities on future management actions in conformance with the plan.

3.3.6 Planning Corridor. The boundaries of a corridor within which the described management actions will occur should be included, in map form, in the plan. The location of all heritage and recreational values for which the river's nomination was accepted, and the boundaries of all jurisdictions concerned in the implementation of the plan, should be shown within the corridor boundaries.

3.4 Procedure for Lodging of Management Plans*

3.4.1 Lodging of Plans. A Board member nominating a river to the CHRS may, at the same time that the nomination is tabled, also lodge with the Board a management plan (in 15 copies). Alternatively, it may indicate its intention regarding completion of such a plan by a particular time, within three years from the acceptance of the nomination.

3.4.2 Early Designation. When a management plan is lodged at the same time that the corresponding nominating document is submitted, and when the nomination is accepted by the CHR Board, the Chairperson of the Board will recommend to the Minister responsible for the Canadian Parks Service and the Minister(s) of the nominating agency(ies) that the river be formally designated to the System.

3.4.3 Later Designation. A river whose nomination has been accepted by the Ministers and for which a management plan was not lodged with the Board at the time of nomination will be placed in a register of candidate Canadian Heritage Rivers. The managing agency(ies) will have three years within which to lodge a management plan with the Board; extensions will be granted in cases where reasonable progress is being made towards its completion. Upon receipt of the plan, the Board Chairperson will recommend to the Minister responsible for the Canadian Parks Service and

* Adapted with editorial changes from CHRS Objectives Principles and Procedures Section 3, paragraphs 4, 5, and 7, and Appendix IA, paragraphs f, i, and j.

the Minister of the nominating agency(ies) that the candidate river now be formally designated to the System.

3.4.4 Territorial Plans. Management plans for rivers in the Yukon and Northwest Territories under the administration of the Department of Indian Affairs and Northern Development (DIAND) will be jointly lodged with the Canadian Heritage Rivers Board by DIAND and the appropriate territorial government.

Approved: 11 June, 1986
Revised: 15 January, 1990

4. GUIDELINES FOR CHRS DOCUMENTS

4.1 Preparation of Documents

4.1.1 Nomination Documents. Final nomination documents and all artwork must be prepared by nominating agencies and received by the Secretariat at least four months in advance of the meeting at which the nomination document will be tabled.

The documents should include base maps having no place names, suitable for the superimposition of an overlay of English or French place names.

4.1.2 Management Plans and Summaries. Management plans must be produced by managing governments within three years of the acceptance of the nomination by the Board. Extensions will be granted in cases where reasonable progress is being made towards its completion.

Management plan summaries must be produced by managing government and submitted to the Secretariat at least two months in advance of the meeting at which the river in question will be designated.

4.1.3 Agenda Books. Agenda books will be prepared by the Secretariat and, subject to translation capabilities, provided to members at least one month in advance of meetings in the language of their choice.

4.1.4 Publications. The Secretariat will have primary responsibility for the production of publications which pertain to the CHRS as a whole. Publications which concern individual rivers in the system will be the primary responsibility of managing governments.

In consultation with managing governments, the Secretariat will prepare fact sheets on all nominated and designated rivers within one year of their nomination. The Secretariat will fund an initial printing of each fact sheet.

4.1.5 Studies. Joint study reports prepared under contact using CHRS funds will become the joint property of the managing government which participated in the study, if any, and the Canadian Parks Service.

4.2 Translation of Documents

4.2.1 Nomination Documents. The CHRB Secretariat will translate the nomination document into the other official language and provide participating governments with signed copies of the document in the language of their choice.

Translation of nomination documents into a native or other language will be the responsibility of the nominating government.

4.2.2 Management Plans and Summaries. Management plans will not normally be translated into the other official language. On request, the CHRB Secretariat will translate the summary into the other official language and provide the managing agency with an appropriate number of copies to be tabled at the meeting.

4.2.3 Agenda Books. Preliminary working versions of agenda books may be sent to all members in the language in which they are produced. In these cases, translated versions will then later be released to those agencies requiring them. Once the translation is completed members will be contacted as to whether or not their copy is now and official document and does not require changes.

Where agenda books contain background information which is of considerable length, and taken from other sources, a summary will be prepared by the Secretariat in the other official language.

Information items contained in agenda books, such as published or unpublished articles or reports prepared by other organisations, which are not crucial to the nomination or designation of a river, or do not appear in the agenda books, will be distributed to members in the original language. The Secretariat will provide translations of information items on a case by case basis.

4.2.4 Publications. All publications produced by the Secretariat will be either bilingual in format, or produced as two separate documents, in both official languages. Fact sheets will be prepared by the Secretariat in the other official language from that used by the managing agency.

4.2.5 Studies. Joint study reports prepared for participating governments will not normally be translated into the other official language. the Secretariat will consider the translation of these studies on a case by case basis.

Special studies which are prepared by or on behalf of the Secretariat will be produced in both official languages.

4.3 Reprinting and Distribution of Documents

4.3.1 Reprinting. The cost of printing additional copies of the original language version of nomination documents and management plan summaries will be the responsibility of nominating agencies. The Secretariat will fund the reproduction of copies of the translated versions.

Agenda books will not normally be produced in quantities greater than that required for each Board meeting.

The Secretariat will fund and coordinate the reprinting and distribution of all publications in both official languages. Managing governments will reimburse the Secretariat for all reprinting costs of fact sheets.

4.3.2 Public Distribution. Distribution to the general public of nomination documents, management plans, management plan summaries, and joint study reports will be the joint responsibility of the nominating agency(ies) and the CHRB Secretariat. Management plans and joint study reports will be distributed by the Secretariat only with the approval of managing governments.

The Secretariat will be responsible for distribution of CHRS publications, and will provide assistance on request in the distribution of publications of participating government concerning individual Canadian heritage rivers.

The Secretariat will not distribute copies of the agenda books without prior authorisation of the Board Chairman.

Approved: 11 June 1986
Revised: 12 June 1987
Revised: 15 January 1990

5. PROCEDURES FOR MONITORING DESIGNATED RIVERS

5.1 Background

The procedures described below are intended as guidelines for the collection and reporting of information on the condition of Canadian Heritage Rivers. They are in elaboration of the Canadian Heritage Rivers System: Objectives, Principles and Procedures, and include direction provided by the Canadian Heritage Rivers Board at its 10th meeting in June, 1988.

These procedures do not address actions which may be necessary to remedy situations where heritage or recreational values, or the integrity of rivers, have been lost. These are outlined in Appendix I, Section C.2 of the above-mentioned document.

5.2 Procedures for Monitoring the Status of Canadian Heritage Rivers*

In order to ensure that all Canadian Heritage Rivers continue to possess the outstanding heritage values for which they were originally designated and thus continue to merit this designation, the Board will periodically review the status of rivers within the System. This monitoring will take place in the following manner:

a) Yearly monitoring of Canadian Heritage Rivers will take place by the managing jurisdiction and the Board through the production and review of annual report submissions;

b) The Board will review each designation at least every ten years, in conjunction with the responsible agency, if at all possible, but having the capacity to undertake an independent assessment if deemed necessary;

c) The Board Chairperson, at the direction of the Board, will convey any concerns regarding loss of Canadian Heritage River values to the Minister responsible for the Canadian Parks Service and the appropriate minister(s) of the managing jurisdiction(s).

5.3 Information Requirements

The monitoring of designated rivers will entail the regular collection of information on the condition of

* Section 5.2 is quoted from Canadian Heritage Rivers System: Objectives, Principles and Procedures, Parks Canada, 1984, Appendix I, Section B, page 21.

their heritage and recreational resources, and their integrity, and on program and external activities occurring in their vicinity. A basic list of information items is shown in Annex A: Checklist for Annual Report Submissions.

5.3.1 Changes in Resource Condition. Information will be collected on changes in the condition of the outstanding natural and human heritage and recreational resources for which rivers were nominated. These resources will be those identified in nomination documents and supplementary material. Where the Board has evidence that other significant heritage resources are located in the management area of the river, information on their condition may also be required.

5.3.2 Changes in River Integrity. Monitoring of the integrity of designated rivers will require that information is collected on changes in the condition of all key elements and ecosystem components other than the rivers' outstanding heritage and recreational resources (5.3.1).

In monitoring the integrity of designated rivers, particular attention will be paid to changes in water quality. At the time of designation, two schedules of water quality parameters will be drawn up for each river. One schedule will list those parameters which require measuring annually, and the other will list parameters requiring less frequent measurement. Parameters and associated guidelines on permissable levels included in these schedules will be selected from the 'Canadian Water Quality Guidelines' of the Canadian Council of Resource and Environment Ministers. Parameters will be selected on the basis of perceived water quality problems and threats to the heritage and recreational resources and integrity values for which each river was nominated. The schedules will be subject to the Board's approval.

5.3.3 Program Activities. Information will be collected on major activities of the managing government agency in the management of designated rivers. These 'program' activities include the establishment of management frameworks for conservation and use of the rivers, the planning, implementation and operation of these frameworks, and research undertaken on heritage resources and public use.

5.3.4 External Activities. Information will be collected on activities of external agencies occurring in or near the management area of designated rivers which have a significant impact on the resources for which the rivers were nominated, or on the rivers' integrity. External activities include those of other government agencies, local industries, water control agencies, interest groups, and private landholders.

5.4 Schedule for Information Collection and Reporting

Information described in Section 5.3 will be collected and reported according to the following general schedule.

5.4.1 Baseline Information. To enable comparison of resource conditions at the time of nomination with conditions in subsequent years, baseline information on the condition of heritage and recreational resources and on river integrity will be collected. Although much of this information will already be contained in nomination documents, additional information may be required on other heritage resources and water quality. This information will be reported within twelve months of designation.

5.4.2 Annual Monitoring. Managing agencies will continuously collect information on changes which occur in the condition of rivers' heritage and recreational resources and integrity values, and on related program and external activities. This information will be annually reported for the period of the fiscal year ending March 31. Information on water quality will be collected for those parameters identified in the annual monitoring schedule (Section 5.3.2). All information will be reported by April 30 of the same year.

5.4.3 Periodic Assessments. Every ten years, or more frequently if the Board deems it appropriate, managing agencies will make detailed assessments of the condition of designated rivers. At this time, information will be collected on all baseline information items and on water quality parameters required both annually and periodically (Section 5.3.2). All information collected will be reported within the fiscal year in which the assessment is required.

5.5 Role of Managing Governments

In keeping with the spirit of cooperation and trust of the Canadian Heritage Rivers System, responsibility for collection of information will lie with the managing governments. As such, the System will be self-monitoring. Individual Board members will be responsible for the compliance of their governments with these guidelines. All costs of collecting and reporting information will be borne by managing governments.

5.5.1 Information Collection. Managing governments will be responsible for the collection of information described in Section 5.3 according to the general schedule described in Section 5.4. This comprises detailed assessments at the time of designation and every ten years (or more frequently if the Board requires it), and less detailed annual monitoring.

Managing governments will also prepare the two schedules of water quality parameters for annual and periodic monitoring. These schedules will be presented at the same time as management plans are tabled to enable river designations.

5.5.2 Information Reporting. All information collected will be reported to the Secretariat in timely fashion according to the general schedule described in Section 5.4.

Information collected for annual monitoring will be reported through the submission by managing governments of one completed copy of the form "Checklist for Annual Report Submissions" (Annex A) for each designated river within their jurisdiction. For each activity checked on this form, a completed "Activity Description" form (see Annex B) must be attached. In cases where no activities occurred over the previous year, a nil report will be submitted.

There will be no standard format for reporting information collected for baseline and periodic assessments other than the nomination document form.

5.6 Role of the Secretariat

The Secretariat will have responsibility for notifying managing governments of their reporting responsibilities, for reviewing information submitted, for advising the

Board Chairperson, and for coordinating supplementary studies as required.

5.6.1 Notification. The Secretariat will inform appropriate Board members in writing of their reporting responsibilities for annual monitoring and periodic assessments. For the annual monitoring of rivers, the Secretariat will send blank copies of the checklist and activity description form to appropriate members in the first week of March each year. For periodic assessments, notification will be given one year in advance of the required date of submission. No notification will be given for baseline information submissions.

5.6.2 Information Review. On receipt of information, the Secretariat will:

a) review the information for completeness and consistency, and request supplementary information where necessary;

b) review the information for evidence of deterioration of river values which may merit action by the Board, and inform the Chairperson if this is the case;

c) file all copies in a manner which respects confidentiality requirements of submitting agencies, and which allows ready access by Board members;

d) each year prepare draft status reports on each river for inclusion in annual reports;

e) coordinate contracted studies to collect information required by the Board but not submitted by managing governments.

5.6.3 Advice to Chairperson. The Secretariat will advise the Chairperson on the implementation of these guidelines, and in particular on:

a) the approval of water quality parameters for annual and periodic schedules;

b) frequency of periodic assessments;

c) information received which indicates deterioration of river values;

d) delays or failure of managing governments in the collection or reporting of required information.

5.7 Role of the Board and Chairperson

In addition to approving river-specific information requirements, the Board will oversee the general compliance of managing governments with these guidelines.* In all aspects of these procedures, the Board Chairperson may, at their discretion, act on behalf of the Board between meetings.

5.7.1 Information Requirements. At its discretion, the Board will have final approval of the following:

a) identity of heritage and recreational resources to be monitored;

b) frequency of periodic assessments;

c) content of schedules of water quality parameters.

5.7.2 Compliance with Guidelines. Although the Canadian Heritage Rivers System is to be self-monitoring, on certain occasions intervention by the Board may be necessary to ensure that the values of Canadian Heritage Rivers are maintained to the high standards which meet public expectations, and that there is documentary evidence of this.

a) Collection of Information. Where a managing government fails to collect information required by these guidelines, and does not comply with subsequent requests from the Secretariat, the Chairperson may place the matter on the agenda for discussion and action at a future Board meeting or may direct the Secretariat to coordinate the required study through a contract or other means. Funding for a contracted study will be provided by the managing government, but may initially be provided from annual study funds. In such a case, it will be reimbursed by the managing government at a later date. Until this

* Actions which may be taken by the Board regarding rivers which have lost the values for which they were nominated are described in Appendix I, Section C.2 of the CHRS Objectives, Principles and Procedures.

reimbursement occurs the managing government in question will be ineligible to receive further study funds.

b) Reporting of Information. In the event that any required information is not reported to the Secretariat, or is not reported according to the above guidelines, and subsequent requests to comply are not fulfilled, the Chairperson may place the matter on the agenda of a future Board meeting for discussion and action.

Approved: 12 June 1988

ANNEX A

CHECKLIST FOR ANNUAL REPORT SUBMISSIONS

NAME OF RIVER _____ YEAR _____

For the period 1988-89, please check off below:
1. significant changes which have occurred to values for which the river named above was nominated to the Canadian Heritage Rivers System; and
2. activities that took place which could potentially affect these values in the future.

Reference must be made to any degradation of the values. Descriptions of all items checked must be provided on appended Activity Description forms.

1. CHANGES IN CONDITION OF RIVER VALUES

Natural Heritage Values:	habitat alteration	____
	wildlife	____
	physiographic features	____
	other natural features	____
Human Heritage Values:	historic sites	____
	prehistoric sites	____
	archaeological sites	____
	commemorative sites	____
Recreational Values:	water-based activities	____
	land-based activities	____
Resource Integrity:	water quality for recreation	____
	water quality for aquatic life	____
	water quantity	____

2. ACTIVITIES POTENTIALLY AFFECTING RIVER VALUES

Planning:	management planning	____
	site or area plans	____
	operational plans	____
	zoning changes	____
	public hearings	____
	boundary changes	____
Operations:	resource conservation actions	____
	facility developments	____
	permit approvals	____
	access/egress changes	____
	cooperating/volounteer groups	____
	environmental assessments	____
Research:	visitor use research	____
	natural resource research	____
	historical/archaeological	____
External Activities:	forestry operations	____
	mineral exploration/development	____
	oil and gas exploration/development	____
	streamflow alteration/threats	____
	local residents' activities	____
	non-government organisations	____
	other external activities	____

ANNEX B

ACTIVITY DESCRIPTION FORM

NAME OF RIVER: _____ **YEAR:** _____

ACTIVITY: _____

DESCRIPTION:

IMPACT ON HERITAGE RESOURCES AND VALUES:

CONTACT PERSON: _____ **PHONE:** _____

6. GUIDELINES FOR THE SELECTION OF CANADIAN HERITAGE RIVERS

These guidelines comprise Section 4 of the CHRS Objectives, Principles and Procedures and additional guidelines adopted by the Canadian Heritage Rivers Board in June 1989.

The Canadian Heritage Rivers System provides a vehicle for the recognition and conservation of those rivers deemed to be of outstanding Canadian heritage value. This value is obtained when it has been determined that a river is an outstanding representative of or unique in a province or territory. By the inclusion of such rivers in a single coast-to-coast system, they become representative of Canada's river heritage as a whole, thus reflecting a 'Canadian value'.

6.1 Principles

6.1.1 The outstanding value of Canadian Heritage Rivers shall be determined according to three sets of 'Heritage Value Guidelines':

- guidelines for natural heritage value,
- guidelines for human heritage value,
- guidelines for recreational value;

6.1.2 A nominated river shall be included in the Canadian Heritage Rivers System if it meets one or more of the 'Heritage Value Guidelines', as well as all 'Integrity Guidelines'.

6.1.3 While no formal limit shall be imposed either on the total number of rivers included in the System or on the number of rivers any individual jurisdiction can nominate at successive stages for inclusion, the purpose of the System is not to provide for the protection of all rivers of interest, importance or value, but only for the most outstanding of these from a Canadian viewpoint.

6.1.4 It is intended that the selection guidelines will be applied in a manner which will allow all of the provinces and territories of Canada to participate in the Canadian Heritage River System.

6.1.5 Should a Canadian Heritage River have deteriorated to such an extent that it has lost those characteristics for which it was originally designated or

when further research has shown that the river is not, in fact, of outstanding Canadian value, that river shall be deleted from the System.

6.2 Natural Heritage Value Guidelines

6.2.1 Natural Heritage Values. Outstanding Canadian natural heritage value will be recognised when a river environment meets one or more of the following guidelines:

- Is an outstanding example of river environments as they are affected by the major stages and processes in the earth's evolutionary history which are represented in Canada. This would include rivers which best represent the major periods of geological time in which the surface of the earth underwent major changes and stream modification.

- Is an outstanding representation of significant ongoing fluvial, geomorphological and biological processes. As distinct from the periods of the earth's development this focuses upon ongoing processes in the evolution and form of the river and its associated plant and animal communities.

- Contains along its course unique, rare or outstanding examples of natural phenomena, formations or features, or areas of exceptional natural beauty.

- Contains along its course habitats of rare or endangered species of plants and animals. This would also include areas where outstanding concentrations of plants and animals of Canadian interest and significance are found.

6.2.2 Natural Integrity Values. In addition to meeting one or more of the above guidelines, for a river to be judged to have outstanding Canadian natural heritage value it must possess the following natural integrity values:

- Rivers should not have any man-made impoundments within the nominated section;

- All key elements and ecosystem components must be unaffected by impoundments located outside the nominated section;

- Natural values for which a river is nominated must not have been created by impoundments;

- The river's outstanding natural heritage features and key elements of ecosystems must be unimpaired by human land uses;

- The river's water must be uncontaminated to the extent that its natural aquatic ecosystem is intact.

6.3 Human Heritage Value Guidelines

6.3.1 Human Heritage Values. Outstanding human heritage value will be recognised when a river environment meets one or more of the following guidelines:

- Is of outstanding importance owing to its influence, over a period of time, on the historical development of Canada through a major impact upon the region in which it is located or beyond; this would include its role in such significant historical themes as native people, settlement patterns and transportations.

- Is strongly associated with persons, events, movements, achievements, ideas or beliefs of Canadian significance.

- Contains historical or archaeological structures, works or sites which are unique, rare or of great antiquity.

- Contains outstanding examples or concentrations of historical or archaeological structures, works or sites which are representative of major themes in Canadian history.

6.3.2 Historical Integrity Values. In addition to meeting at least one of the above guidelines, for a river to be judged to have outstanding Canadian human heritage value, it should possess all of the following historical integrity values:

- In every case consideration should be given to the state of preservation of the river environment relative to its visual appearance during the historic period in which the waterway is considered to be of outstanding importance:

  - most of its regime should have the same visual appearance as it had during the period of the river's historical importance; and

  - most of the artefacts comprising the values for which the river is nominated must be unimpaired by impoundments and human land uses.

- neighbouring land uses must not seriously affect the historical experience offered by the river environment; and

- the biophysical quality of the water must be suitable for non-contact recreation.

6.4 Recreational Value Guidelines

6.4.1 Recreational Values. Recognising the man-land relationship essential to recreation, outstanding recreational value will be recognised when a river environment meets the following general guidelines:

- Possesses an appropriate combination of recreational opportunities and related natural values which together provide a capability for an outstanding recreational experience:

  - Recreational opportunities include such activities as boating, hiking, swimming, camping, wildlife viewing, and human heritage appreciation;

  - Natural values include natural visual aesthetics, that is, diversity and quality of scenic beauty and physical essentials, such as sufficient flow, navigability, rapids, accessibility and suitable shoreline;

- Be capable of supporting recreational uses without significant loss of or impact on its natural, historical or aesthetic values.

6.4.2 Recreational Integrity Values. In addition to meeting both of the above guidelines, for a river to be judged to have outstanding Canadian recreational value it should possess water of a quality suitable for those recreational opportunities for which it is nominated.

6.5 General Integrity Guidelines

In addition to the specific heritage value and integrity guidelines, a river and its immediate environment must meet general integrity guidelines for designation to the Canadian Heritage Rivers System:

- They should be of sufficient size and contain all or most of the key inter-related and inter-dependent

elements* to demonstrate the key aspects of the processes, features, activities or other phenomena which give the river its outstanding value;

- They should contain those ecosystem components required for the continuity of the species, features or objects to be protected;

- The quality of the water should be such as to provide for the continuity and/or improvement of the resource upon which 'value' to the system has been determined.

* Elements are defined as resources or groupings of resources identified as having values essential to the nomination of a river.

Approved: 15 January, 1990